

Monitoring Timelines

Targeted Case Reviews and Collaborative Assessments

6 months: Supervisors will complete a targeted case review for all cases that reach 6 months. Based on their review, they will determine whether to hold a collaborative assessment or not. They will communicate their decision to the worker and if a collaborative is to be held, the EPS will coordinate it. Supervisors will attend all 6-month collaborative reviews.

9 months: Collaborative assessments should be conducted for all cases that reach 9 months. Supervisors will attend all 9-month collaborative assessments.

16 months: Collaborative assessments should be conducted for all cases that reach 16 months. Supervisors will attend all 16-month collaborative assessments.

Initial Extension Requests

❖ 24 month tier clocks:

EPS should schedule collaborative assessments when customer reaches 9 months and 16 months of 24 month clock

❖ 60 month TANF clocks:

EPS should schedule individualized collaborative assessment of the case at 54 months on the TANF clock

Subsequent Extension Requests

Another collaborative assessment team meeting must occur prior to a subsequent extension request. EPS should begin reviewing the case and scheduling the collaborative assessment 45 days into the extension. For a six month extension this should be held in the third month of the extension.

60 month TANF extensions:

Collaborative reviews should be scheduled at 64 and 68 months.

Strikes

Before a FEP issues a strike, they review the case with their supervisors. If approved, a strike meeting is scheduled with the Supervisor, FEP, customer and any other relevant parties.